

# Information Sheet

## Pathway to Apprenticeship Pilot Project

Alberta  
Trades.  
World  
Ready.

### Red Deer College (RDC) - Flexibility and Innovation in Apprenticeship Technical Training Program (FIATT)

#### How will the Pathway to Apprenticeship Pilot Project help graduates of the RDC - FIATT Program?

The purpose of the pilot project is to help RDC - FIATT Program graduates find employment in the welder trade by registering them as an apprentices and allowing them to attend technical training for the welder apprenticeship program.

The Pathway to Apprenticeship Pilot Project allows graduates of the RDC – FIATT Program to register as an apprentice without an employer in the Alberta welder apprenticeship program for a maximum of 12 months.

Graduates of the RDC – FIATT Program who register in the welder apprenticeship program will receive a credit for the first and second period of technical training.

#### Pilot Project Requirements

To participate in this pilot project, applicants must:

- Have graduated from the RDC – FIATT Program on or after April 1, 2017.
- Have been unable to find employment 30 consecutive days after their graduation date.
- Complete the online application process for the Pathway to Apprenticeship program and register with the Apprenticeship and Industry Training (AIT) Executive Director.
- Pay the \$35 application fee to register with the AIT Executive Director as an apprentice.
- Apply for the welder apprenticeship program.

#### Steps to registering with the AIT Executive Director

- 1) [Log into MyTradesecrets \(MTS\)](#).  
- If you do not have a MTS account, sign-up [here](#).
- 2) Select the “Start Application” button.
- 3) Enter trade “Welder”.
- 4) On the drop down menu, select “Learn on the Job.”
- 5) Despite being unemployed, select “Yes” that the company you are working for has an Alberta address.
- 6) Confirm that you are no longer attending high school in Alberta.
- 7) When entering “Work History” you MUST select “Yes” you are still working in the trade you are applying for.
- 8) Under the “Employer Email” enter: [AIT.NoReply@gov.ab.ca](mailto:AIT.NoReply@gov.ab.ca).  
\*This email address is CASE sensitive.  
Make sure it is entered correctly.
- 9) Your AIT Contact is: Eric Esen  
\*See contact details below.
- 10) “Employer Name” will be listed as “CURRENT: Unemployed”. Select “Add Previous Employer” and click “Next”.
- 11) Ensure your personal information is correct and update as needed.
- 12) Under “Education History”, select “Yes” you did attend high school in Alberta.
- 13) Select, “Some Technical School”.
- 14) Keep clicking “Next” until “Completed Programs and Courses”. Select, “Add Program or Course”, enter the RDC – FIATT Program information and attach a digital copy of your certificate of completion.
- 15) Any errors in the application process are identified here. You will be able to go back to fix them.
- 16) If no errors are found, then complete the application by accepting the declaration statements.
- 17) Confirm method of payment and write down your reference number.
- 18) E-mail reference number to [Eric.Esen@gov.ab.ca](mailto:Eric.Esen@gov.ab.ca)
  - CC: [Bruce.Comfort@gov.ab.ca](mailto:Bruce.Comfort@gov.ab.ca)
  - CC: [Susanne.Highberg@gov.ab.ca](mailto:Susanne.Highberg@gov.ab.ca)

For further information, please contact Eric Esen by phone 403-297-6644  
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To be connected toll-free in Alberta, dial 310-0000. Once connected enter 403-297-6644

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### Frequently Asked Questions

#### **I completed the RDC - FIATT Program in the past. Am I still eligible for the Pathway to Apprenticeship Pilot Project?**

Yes. You are eligible to be part of the pilot project if you have graduated from the RDC – FIATT Program on or after April 1, 2017, and have been unemployed in the welder trade for the last 30 days.

#### **Will I need to complete an entrance examination before entering an apprenticeship program?**

Every trade has specific educational requirements that apprentices must meet.

As you have already graduated from the RDC – FIATT program, you have met the entrance requirement for the welder apprenticeship program. An entrance examination will not be required.

#### **It has not been 30 consecutive days since I graduated from the program. Am I eligible for the pilot project?**

No. You will only be eligible to participate in the pilot project if you have been unable to find employment 30 consecutive days after you graduated from the RDC – FIATT Program.

Consecutive days are counted as calendar days. This includes weekends and holidays.

#### **Why do I have to wait 30 days before applying?**

Graduates are expected to look for employment within this timeframe. If you do not obtain employment within at least 30 days of completing the RDC – FIATT Program, then you can participate in this pilot project and be a registered Alberta apprentice without an employer.

#### **What does registration to the “AIT Executive Director” mean?**

Registration to the AIT Executive Director allows you to become a registered Alberta apprentice without having an employer as your contract holder. This means that you can also now register for technical training.

#### **After I register with the AIT Executive Director, how long will I have to find an employer?**

From the date that your application is approved, you will have up to 12 months to find an employer. After the 12-month period, your apprenticeship may be cancelled.

#### **Will I receive credit for completing the RDC - FIATT Program?**

If you completed the RDC – FIATT Program, you will receive credit for the first and second period of technical training of the welder apprenticeship program.

#### **I am not participating in the pilot project. Am I still eligible to receive credit for completing the RDC - FIATT Program?**

Yes. If you have completed the RDC – FIATT Program, you will still receive credit for completion of the program upon registering for the welder apprenticeship program.

For further information, please contact Eric Esen by phone 403-297-6644  
or [Eric.Esen@gov.ab.ca](mailto:Eric.Esen@gov.ab.ca)

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